



North Central Texas Council of Governments

SUMMARY

Public Works Council

Thursday, March 25, 2021

9:30 AM, Virtual Meeting through Microsoft Teams

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTImMjBINmUtMjhhMy00NWY3LWEyNGItNDdmMzE1YTfkYzYy%40thread.v2/0?context=%7b%22Tid%22%3a%22f5e7ebc-22b0-4fbe-934c-aabddb4e29b1%22%2c%22Oid%22%3a%220efa10c6-d4fb-4436-ac42-f2d73f1a8637%22%7d

Or call in (audio only)

+1 903-508-4574,,646794359# United States, Tyler

Phone Conference ID: 646 794 359#

Chair: Keith Marvin, City of Lewisville

Vice Chair: Shawn Poe, City of Richardson

1. **Welcome and Introductions.** The Public Works Council (PWC) Chair will welcome everyone to the meeting.

The Public Works Council Chair, Keith Marvin, read the list of attendees and welcomed everybody to the meeting.

ACTION ITEMS

2. **Meeting Summary.** The November 12th meeting summary is available for review. Approval will be sought at the meeting.

The Public Works Council unanimously approved the Nov 12th meeting summary.

3. **iSWM Contract Renewal.** The Council will vote to renew the iSWM contract with Half Associates.

Sydni Ligons, NCTCOG, read the tasks under the new Task Order 6 for the iSWM contract with Half Associates. This will be the work program if the contract is renewed for another year. This is the final one (1) year renewal of the contract.

The Public Works Council unanimously approved to renew the iSWM contract with Half Associated for another year.

DISCUSSION ITEM

616 Six Flags Drive, Centerpoint Two
P.O. Box 5888, Arlington, Texas 76005-5888
(817) 640-3300 FAX: 817-608-2372
www.nctcog.org

4. **Water Parts SHARE Contract.** NCTCOG staff will introduce a new SHARE contract for water parts. (Craig Johnson)

Craig Johnson, NCTCOG, shared information on the new SHARE contract for water parts. This contract has huge discounts, up to 50%, on water parts from two vendors. This contract allows cities to go straight to the vendor to purchase a water part instead of going out to bid. The contract is beneficial to many communities because vendors were not able to sell parts at the price they bid weeks after being placed because of changes in tariffs or the global economy. This allows vendors to sell the parts at a discount of whatever the price is the day of purchase.

The Public Works Council was concerned that they did not get to review the contract before it was finalized because there are items left off that would be beneficial to them. Craig explained that vendors reserve the right to offer catalog discounts on products not explicitly referenced in the Price List. Vendors were asked to specify a set percentage rate and the applicable product suppliers in the final cell on the Price List prior to Section B. There will also be a chance to update the contract in December 2022.

5. **Public Works Roundup.** NCTCOG staff will bring a few options for Public Works Roundup in the Fall. (Olivia Kale)

Olivia Kale, NCTCOG, provided several dates in August and September for the Council to choose for the Public Works Roundup. Council members expressed Monday-Wednesday does not work because of city council meetings. Olivia will also check with partner organizations to make sure there are no conflicts before selecting the final date.

The follow-up email to this meeting will include a survey for Council members to select and suggest topic ideas for Roundup.

6. **Frisco Trash Rack.** NCTCOG staff will show another option for trash racks in Division 1000 for the Public Works Construction Standards. (Olivia Kale)

Olivia introduced the swinging trash screen that the City of Frisco utilizes in one of their parks to collect debris. They installed the system in November 2020 and have already collected 600lbs of material. The trash screen uses disposable laundry bags attached to frames built for the bag dimensions and secured with ratchet straps. Staff members check the bags every week. To clean them they remove the bag, weigh it, and dispose of the material in a large contractor bag. The bags last about 2 months.

This trash screen could be an additional resource to communities through Division 1000 of the Public Works Construction Standards. There is a small and large application trash screen already included in Division 1000 and this would be a good example of a medium application.

The Public Works Council unanimously approved for Half Associates to complete a drawing of the Frisco trash screen to be included in Division 1000 of the Public Works Construction Standards under Task Order 5.

7. **Division 1000 and 3000.** NCTCOG staff sent the updated Division 1000 and 3000 of the Public Works Construction Standards for the Public Works Council to review. (Olivia Kale)



North Central Texas Council of Governments

The Public Works Council was sent the redlines and drafts of Division 1000 and 3000 of the Public Works Construction Standards 5th Edition on Feb 12th. The Construction Standards Subcommittee commented on these division and edits were made by NCTCOG staff and Half Associates through the iSWM contract. If approved by the Council, these two (2) divisions will be released as an amendment to the Public Works Construction Standards 5th Edition in May.

Division 2000 and 6000 will be sent to the Council to review in June and Division 4000 and 5000 will be sent to them to review in July. NCTCOG staff will seek the Council's approval of the last four (4) divisions at the August 19th meeting. If approved, those divisions will be released as an amendment to Public Works Construction Standards 5th Edition in September.

The Public Works Council unanimously approved of the Division 1000 and 3000 of the Public Works Construction Standards 5th Edition.

INFORMATION ITEMS

8. **FY 2020 Public Works Work Program Update.** NCTCOG staff will update the Council on recent Public Works efforts and Subcommittee activities. (Olivia Kale)

Fifty-two (52) communities have paid their cost share for FY21, making up 87% of the budget needed. These cost share invoices were mailed out on Oct. 1, 2020, to all communities in the region to give them the opportunity to participate. FY22 cost shares are available on the [Public Works Program](#) website for budget planning purposes.

- **Standard Drawings Update.** Subcommittee Representative will brief the Council on progress made towards updating the drawings in the Construction Standards Fifth Edition. (Keith Marvin)

The subcommittee completed comments on Division 4000 and began Division 5000: Wastewater Treatment on Monday March 22nd. If anyone has expertise or comments to share please contact Olivia Kale, okale@nctcog.org, for meeting information. This is the last division for the subcommittee to comment on. The next meeting is April 19, 2021 at 10am through Microsoft Teams.

- **Sustainable Public Rights of Way.** Subcommittee Chair will update the Council on the activities of the SPROW Subcommittee. (Robert Woodbury)

616 Six Flags Drive, Centerpoint Two
P.O. Box 5888, Arlington, Texas 76005-5888
(817) 640-3300 FAX: 817-608-2372
www.nctcog.org

The Sustainable Public Rights of Way Subcommittee met on Jan 19th to discuss utility coordination for the Best Management Practices Guidebook. They are meeting again on Tuesday March 30, 2021, at 1:30pm through Microsoft Teams.

- ***integrated Stormwater Management (iSWM) Activities.*** Subcommittee Chair will present an update of iSWM program activities. (Ranjan Muttiah)

The integrated Stormwater Management (iSWM) Subcommittee met on January 13, 2021 to discuss updates to Task Order 4. This includes: updating summary pages in the Site Development Controls Manual, providing data on methods to setup a public/private partnership, recommending when/where regional detention is most appropriate, research on natural channel and volumetric detention guidance, reviewing rainfall depths and percentiles, using updated rainfall data to calculate regional percentile storm events, hosting a Stormwater Planning Tools Training, creating a Draft iSWM 5-Year Outreach & Implementation Strategy, and working on 5 water quality BMPs under the Site Development Controls.

There are currently 7 cities in the region that are iSWM certified: Denton, Frisco, Fort Worth, Grand Prairie, Irving, Kennedale, and Corinth (most recent). The City of Celina is under review for gold certification.

Sydni Ligons, NCTCOG, and Ashley Lowrie, Halff Associates, gave a presentation on the Draft 5-Year Outreach & Implementation Strategy. The plan's goals and objectives are to 1) increase awareness of iSWM and iSWM Principles, 2) identify key agencies, personnel and stakeholders (staff, leadership, elected officials) that need to be engaged through community outreach and with what level of frequency, 3) plan for continuous improvement to the program's technical content and training program, and 4) refine the vision and messaging plan to be implemented over the next 5 years. The implementation strategies are split up into four (4) categories: iSWM promotion, community engagement, technical support/training, and technical content. These are prioritized by short-term goals (1-3 years), mid-term goals (3-5 years), and long-term goals (5+ years).

To promote iSWM and iSWM principles, Halff will enhance marketing materials through case studies, website updates, and explaining the economic benefits of iSWM. To encourage community engagement, Halff will develop outreach to industry/interest groups, additional city councils, educational organizations, and non-profits. Halff will continue to host the annual iSWM implementation and BMP training and host future training for developers. For technical updates, Halff will make updates to the Site Development Controls Manual, Technical Manual, and additional guidance documents.

Some of the challenges iSWM faces are the lack of regional consistency in requirements, retiring advocates of iSWM, and leadership turnover in communities. Halff will evaluate the Outreach & Implementation Plan through the participation of iSWM communities and the subcommittee, identification of community advocates and consistent collaboration and outreach, approved initiatives in watershed management programs, tracking of GSI implementation sites, quantification of water quality volume treated versus untreated, and development of an annual Trinity River Watershed 'Report Card'.



North Central Texas Council of Governments

Many updates have been made to the iSWM website already. Changes to the Technical Manual can be tracked here, http://iswm.nctcog.org/Documents/technical_manual/Revisions_to_the_iSWM_Technical_Manual_11-2020.pdf. A Bioretention Installation and Maintenance video was added under case studies on the website. Recordings of workshops and trainings were uploaded so those who couldn't attend can view it. Additionally, a Proprietary Device Memo was added as a resource on the website. NCTCOG staff is also taking measures to increase the roster of the iSWM Implementation Subcommittee. The next meeting is Thursday, April 21, 2021, at 1:30 pm.

9. Other Program Activities.

- **Cooperative Technical Partnership Program and the Community Rating System Users Group.** NCTCOG staff will provide an update on FEMA's Cooperative Technical Partner (CTP) Program activities and the Floodplain Administrators/Community Rating System Users Group. (Mia Brown)

The flood risk identification project on Marys Creek in Parker County is 97% complete for the FY18 project. The flood risk review virtual meeting was held October 2nd and the flood resilience meeting is scheduled for April 6th.

The FY19 flood risk identification projects on Harriet Creek (Denton County, 7 miles) and Waxahachie Creek (Ellis County, Midlothian, Waxahachie; 19 miles) kicked off in April and are ongoing. Waxahachie Creek is 38% complete and Harriet Creek is 44% complete, with survey and hydrologic and hydraulic analyses underway.

NCTCOG received awards for a FY20 flood risk identification project on Catherine Branch (Denton County) and a communications and outreach project to the northern/western area of the region for integration of transportation and stormwater planning. Both projects are currently kicking off.

For FY21, NCTCOG submitted a draft business plan to FEMA at the end of December and is currently working with FEMA Region 6 to refine it based on FEMA priorities.

The next North Central Texas Floodplain Administrators/CRS Users Group will be held virtually April 6th, 2021, from 1:00 p.m. to 3:00 p.m. The topic will be the public information program activity (Activity 330). Robert Lemley with Floodproofing.com and Sandra Deshotel with City of Houston will present. A request to TFMA for two CECs is pending. You can register here: <https://www.addevent.com/event/qZ6175339>.

616 Six Flags Drive, Centerpoint Two
P.O. Box 5888, Arlington, Texas 76005-5888
(817) 640-3300 FAX: 817-608-2372
www.nctcog.org

- **Public Works Emergency Response Team (PWERT).** A PWERT representative or NCTCOG staff will give an update on recent PWERT activities. (Manny Palacios)

Barry Fulfer is the new PWERT chair and they are seeking a secretary. PWERT did not have many requests for assistance during the winter storm, although many cities needed it. It seems like that there was no one available to give aid because every jurisdiction was maxing out their own resources. Some jurisdictions did partner outside of PWERT to give aid to each other. The Texas Public Works Emergency Response Council, like PWERT for the whole state, coordinated aid for southern jurisdictions. PWERT submitted a grant application to the Texas Department of Emergency Management (TDEM).

- **Texas Chapter of American Public Works Association Update.** A TX Chapter of APWA representative will update the Council on upcoming local events and meetings. (Shawn Poe)

The State Chapter Awards nominations are due May 7th. The North Central Texas Branch Sporting Clay Tournament will be held this spring at a shooting range in southwest Fort Worth. Members should check the website for updates and details. National Public Works Week is May 16-22nd. This is a great time to get resolutions passed by city council and let Jim Proce, jproce@annatexas.org, know if you do. The next North Central Texas Branch Meeting will be June 10th, details to be determined. APWA is still hosting PWX Aug. 29 – Sept. 1 in-person in St. Louis. The Texas Chapter Annual Conference will be Oct. 20-22 in-person in Galveston. The North Central Texas Branch is taking nominations for interested individuals serving on the Branch Board or Committees. Please contact Jim Proce at jproce@annatexas.org, if you or anybody you know is interested.

OTHER BUSINESS AND ROUNDTABLE DISCUSSION

10. **Future Agenda Items.** PWC Members and NCTCOG staff may suggest future agenda items.

Several members are struggling to find people for maintenance jobs or to keep them on the job, especially employees who get their commercial driver license (CDL). Anabel in NCTCOG's Workforce Force Development Department presented strategies for this to the Public Work Council 2 years ago. NCTCOG staff may ask her to come back with updated information or present at the Public Works Roundup. The City of Plano has a partnership with Collin College for interns to get experience in the industry. This could also be a topic of interest for the Public Works Roundup.

Several members also asked for a way to compare what they pay public works employees. NCTCOG will create a Dropbox for members to share their documents on this issue.

Olivia will send an email asking if members would be interested in having a peer-to-peer conversation about the winter storm. This was a topic that came up often and NCTCOG can coordinate a meeting outside of the Council meetings to continue this conversation.



North Central Texas Council of Governments

11. **Roundtable Topics/Other Business.** Council members and NCTCOG staff may share additional items as time allows.

Tim James, Halff Associates, thanked public works members for all their work during the storm to keep residents safe. Jerry Cosgrove, City of Plano, said they are seeing a huge amount of yard waste for pickup and they are having a hard time keeping up with it. This was echoed by other members. Wes McClure, City of Mesquite, reminded everybody that the storm was not a once in a lifetime event and communities need to continue to prepare for those situations.

Tamara Cook, NCTCOG, gave a few updates on other Environment and Development Department programs at NCTCOG. Yesterday was the second roundtable to discuss reducing organic waste and increasing regional renewable energy opportunities. The North Central Texas Organic Waste to Fuel Feasibility Study is creating an advisory group for the study and wants a wide variety of professionals.

NCTCOG is also supporting the RISE Coalition, formerly known as the North Texas Stewardship Forum. RISE is focused on best practices for sustainability and is currently providing a regional greenhouse gas (GHG) inventory for the region. Some of the data that shows impacts of emissions from different facilities was available to view. The RISE Coalition will likely be reaching out over the next few months to gather more data. This is anticipated to be an 18-month project.

There is a FY22-23 Solid Waste Grant call for projects. In NCTCOG's last round of grants, several local cities produced a debris management plan. These funds don't require a match and can be used for illegal dumping, household hazardous waste facilities, and outreach projects.

12. **The Next PWC Meeting** is scheduled for May 6, 2021 at 9:30am through Microsoft Teams.
13. **Adjournment.**

If you have any questions regarding the meeting or agenda items, please contact Olivia Kale by phone at (817) 695-9213, or by email at OKale@nctcog.org.

616 Six Flags Drive, Centerpoint Two
P.O. Box 5888, Arlington, Texas 76005-5888
(817) 640-3300 FAX: 817-608-2372
www.nctcog.org

Attendance

Virtual meeting through Microsoft Teams

Chris Funches, City of Arlington
Keith Brooks, City of Arlington
Jennifer Nicewander, City of Dallas
Pritam Deshmukh, City of Denton
Juan Cadena, City of Fort Worth
Michael Polocek, City of Garland
Keith Marvin (Chair), City of Lewisville
Paul Sparkman, City of McKinney
Gerald Cosgrove, City of Plano
Shawn Poe (Vice Chair) City of Richardson
Chris Cha, Council of Engineering Companies
John Ho, Council of Engineering Companies
Cecelia Rutherford, Dallas County
Stephen Belknap, Denton County
George Marshall, City of Corinth (Denton/Lake Cities Subregion)
Amy Williams, City of Rockwall (Northeast Dallas Subregion)
Larry Hoover, Town of Kennedale (South Tarrant Subregion)
Greg Ramey, City of Duncanville (Southwest Dallas Subregion)
Jeremy Hutt, City of Cleburne (Southwest Subregion)
Lyndon Cox, Texas Council of Engineering
Manny Palacios, City of Weatherford (West Subregion)